

(As of February 20, 2001)

Section 7-106. Powers, Duties and Functions of the Manager and Chief Engineer --

The manager and chief engineer shall:

- (a) Administer the affairs of the department, including the rules and regulations adopted by the board.
- (b) Grant, suspend or revoke permits under conditions prescribed by the rules and regulations of the department for the drilling, casing, recasing or reopening of any well or shaft for the development of underground water.
- (c) Unless otherwise provided by this charter, sign all necessary contracts for the department.
- (d) Appoint and remove members of the staff.
- (e) Make recommendations to the board to create or abolish positions.
- (f) Prepare bills, collect and, by appropriate means including discontinuance of service and civil action, enforce the collection of charges for the furnishing of water and for water services.
- (g) Prepare payrolls and pension rolls.
- (h) Maintain proper accounts in such manner as to show the true and complete financial status of the department and the results of management and operation thereof.
- (i) Prepare annual operating and capital budgets.
- (j) Prescribe rules and regulations as are necessary for the organization and internal management of the department.
- (k) Recommend rules and regulations for adoption by the board.

(Reso. 70 and 253 (1974))